



Bri Tamasi

Social Media, Marketing, Events Communication Studies Scholar

Leadership Skills | Management Skills | Large Scale Event Planning

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 brianatamasi.com

Experience

Asterisk

April 2020-Present
Marketing and Social Media

- Write copy for social media posts, website, and general literature
- Edit sales literature, articles, and scripts
- Maintain Hootsuite and publishing schedule
- Organize team documents and structure as well as establish organization systems
- Facilitate team meetings
- Research and implement marketing strategies and ad campaigns

Hilton Anatole

September 2018-Present
Event Service Manager

- Execute large scale meetings in over 600,000 sq. ft. of meeting space for a wide variety of clientele within the 79 meeting rooms, 9 large ballrooms, and outdoor space at the Hilton Anatole
- Experience in event planning, BEO creation, client communications, upsell skills, food and beverage procedures, meeting room set up, forecasting, problem solving, and quick thinking
- Act as a liaison between the client and hotel operations
- Organize client specs to assist with creating events
- Prepare and execute Event Order review meetings with clients
- Create, distribute, and execute internal meetings for the hotel staff
- Experience creating Event Orders in Delphi

St. Francis of Assisi Catholic Church

Summer 2018
Social Media Intern

- Acted as a social media analyst in order to elevate and modernize the way the parish distributed and created social media content for the parishioners
- Created social media content analysis
- Researched/implemented new social media manager

Abound & Colleges of Distinction

2017-2018
Content Specialist

- Composed article and blog posts
- Assisted in transferring CRM data to Hubspot
- Gathered data/created online profiles for schools
- Edited web content
- Kept minutes and records

Communication Studies Department Librarian

2016-2018
Librarian & Tutor

- Tutored students in writing/research intensive classes (APA)
- Managed and maintained communication studies department library
- Created and distributed library related media
- Led and coordinated moving 3,000+ books from an excel catalog system to an online catalog
- Provided excellent customer service

Bruce Hall Association

2016-2018
President, Coordinator of Involvement

- President of the Year- Spring 2018
- Outstanding Coordinator of Involvement - Fall 2016
- Coordinated a team of five in planning programs for a residence hall of 500+ students
- Coordinated the planning, construction, and management of large-scale programs (1000+)
- Led and guided residence hall volunteers in putting on various programs throughout the year, emphasized involvement on campus, and encouraged academic development

Education

2014-2018

University of North Texas
B.A. Communication Studies
Marketing Minor
Summa Cum Laude

Summary

Skillset

- Strong writing skills
- Microsoft Office Suite
- Excellent Client Relations
- Leadership
- Detail Oriented
- Organized
- Deadline Oriented
- Strategic Planning
- Project Management
- General Office Tasks
- Flexible
- Proficient in Delphi

Extracurricular Involvement

- President of Lambda Pi Eta (Comm. Honors Society)
2017-2018
- Lambda Pi Eta Member
2016-2018
- National Communication Association (NCA) Future Pros Member
2015-2018
- First Flight Leader
2015
- Founder and leader of College bible study at St. Francis of Assisi Catholic Church
2015-2017
- UNT Green Brigade Cymbal Line Captain
2014